

Administrative Rules Changes for Career Technical Education (CTE)

PREVIOUS NAME OF CERTIFICATE	NEW NAME OF CERTIFICATE
Interim Occupational Certificate	Standard CTE Certificate
Occupational Education Certificate	Professional CTE Certificate
Annual Occupational Authorization (AOA)	Annual CTE Authorization
Credit Track AOA	Credit Track Annual CTE Authorization

Changes to Administrative Rules:

Initial Standard CTE Certificate:

- Valid for 5 years.
- Previously issued initial certificates retain 6-year validity.

[Removal of Testing Requirement for Some Classification of Instructional Programs \(CIP\) Endorsements:](#)

- Educators no longer required to pass a subject area test to add a CIP Code endorsement to the CTE certificate.
- Passing the [basic skills examination](#) is still required for new teacher candidates.

[Renewal of Standard CTE Certificate:](#)

- Unlimited renewals with 5-year validity.
- One-time renewal using an education-related master's or higher degree earned at any time from a [regionally accredited college or university](#).
- Can use 150 hours of Michigan [District Provided Professional Development \(DPPD\)](#).
- View [Education-Related Professional Learning](#) for information regarding additional options for professional learning for renewal.
- One-time renewal using a valid out-of-state certificate.

Progressing to the Professional CTE Certificate:

- Completion of a master's or higher degree earned at any time (even if it was used for a previous renewal of the Standard CTE Certificate) from a [regionally accredited college or university](#).
- View [Education-Related Professional Learning](#) for additional information for additional options for professional learning for renewal.

Renewal of Professional CTE Certificate:

- One-time renewal using a valid out-of-state certificate.
- View [Education-Related Professional Learning](#) for additional information for additional options for professional learning for renewal.

Credit Track Annual CTE Authorization:

- An official transcript documenting credit taken and bridge letter* must be provided annually.
- Fee **must** be paid prior to instructor entering the classroom.

*Bridge Letter

A bridge letter verifies the educator is working closely with the state-approved CTE college or university and provides information regarding course titles, credit completed, and progress an educator is making toward meeting the requirements for the Standard CTE Certificate.

The bridge letter must be written on the institution's official letterhead and be signed by the certification officer or designee of the college or university which will ultimately recommend the educator for the Standard CTE Certificate.